

MINUTES OF THE
CITY OF SANTA FE
INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Santa Fe, New Mexico

July 10, 2003

A meeting of the City of Santa Fe Information Technology Advisory Committee was called to order by Estevan Gonzales, acting chair, on this date at 1:30 p.m. in City Hall Council Chambers. Roll Call indicated the presence of a quorum, as follows:

Members Present

Ms. Karen Baltzley
Mr. Simon Brackley
Mr. Steve Ewers
Mr. Estevan Gonzales, Acting Chair
Mr. Donnie Quintana

Members Excused

Mr. Richard Carlisle, Chair
Mr. Pat Vanderpool

Members Absent

None.

Others Present

Mr. Robert Brody, Consultant to the Committee
Mr. Juan Rios, Media Relations Director
Ms. Patricia Clancy, Recorder

APPROVAL OF AGENDA

Mr. Quintana moved to approve the agenda with an amended order. Mr. Ewers seconded the motion and it passed unanimously by voice vote.

APPROVAL OF MINUTES: April 10, 2003

Mr. Ewers moved to approve the April 10, 2003 minutes as submitted. Mr. Quintana seconded the motion and it passed unanimously by voice vote.

NEW BUSINESS

City Council Resolution for PEG Channel – Juan Rios

Mr. Rios presented an overview of the City of Santa Fe Government Access Channel Policies and Procedure. He stated that the City has a franchise agreement with Comcast to manage the PEG channels and a joint powers agreement with the Santa Fe Community College. He noted that the drafted policies and procedures would confirm and implement the responsibilities in establishing policy and programming as well as grievance procedures and operational criteria for Santa Fe Government TV. He mentioned that channel 8 is dedicated to the public access station.

Mr. Rios reviewed the structure for Government TV channel and stated it would be the responsibility and oversight of the City of Santa Fe Media Relations Department. He added that all programming will emanate from that Department and a review process is currently underway to assess equipment costs to purchase video and editing machinery.

Acting Chair Gonzales asked about educational content proposed for the PEG channel. Mr. Rios replied that these policies and procedures are strictly for government programming and have nothing to do with educational presentations. He added that the Community College would work with other educational institutions to present educational TV programming including school board broadcasts.

Mr. Rios noted that financing would come through the franchising agreements and be appropriated through the budgeting process of the City by the Council.

Acting Chair Gonzales commented that he is in agreement and would encourage the City to proceed with this program.

Ms. Baltzley cautioned about the percentage of viewership being reached compared to the total population. She urged exploring other ways of educating the greater community and implementing interactive educational devices.

Mr. Ewers moved to approve the City of Santa Fe Government Access Channel Policies and Procedures. Mr. Brackley seconded the motion and it passed unanimously by voice vote.

Resolution 2001-76 (Conduit) Recommend Amendments

“TO SUPPORT THE DEVELOPMENT OF A TELECOMMUNICATIONS PLAN AND INFRASTRUCTURE NETWORK IN SANTA FE, AND TO SUPPORT THE ESTABLISHMENT OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND ITS LOCAL, REGIONAL AND STATE PARTNERS”.

Acting Chair Gonzales asked the Committee for suggestions regarding the deployment of infrastructure to support broadband communications in Santa Fe without imposing unfair hardship on developers.

Mr. Ewers mentioned that the Committee had discussed potentially developing wireless keeping in mind that access points and antennas are issues in this area. He noted that the City must own sufficient access points/antennas or a trade off regarding bandwidths or antenna space in private locations.

Acting Chair Gonzales stated that there are bandwidth technologies that can service this bandwidth, e.g., copper, cable, wireless, and fiber. He added that, in the future, a hybrid of infrastructure would be seen in Santa Fe. He noted that if this Committee could get the infrastructure plan in place and couple it with the growth of certain areas then the strategic placing of fiber could commence either in the ground or in the air. Acting Chair Gonzales cautioned that the largest concern would be financing for the project.

Mr. Ewers suggested reserving ‘roof right’ even if it is not a tower.

Mr. Brackley commented that it could be the private sector that would take the lead in providing the network.

Acting Chair Gonzales asked the Committee to consider what kind of incentives could be offered to the private sector to encourage interest in building the infrastructure. He added that commercial development districts would be a prime area to initially target and to incorporate in the proposed infrastructure planning some sort of financial relief. He suggested looking for federal funding in the cause of Homeland Security to help with the overall cost.

Mr. Brody requested that the idea of inviting Qwest and like companies to send their sales representative to attend an ITAC meeting be pursued further. Acting Chair Gonzales asked staff to facilitate the invitation.

Mr. Ewers moved to table this item. Ms. Baltzley seconded the motion and it passed unanimously by voice vote.

Economic Development White Paper

Ms. Baltzley moved to table this item. Mr. Ewers seconded the motion and it passed unanimously by voice vote.

Amend Resolution No. 2002-59; ITAC; Reduce Membership

Acting Chair Gonzales stated that the purpose of this amendment would be to reduce the Committee membership from nine to seven members.

A discussion ensued which resulted in agreement that a representative from TRADE should be a part of the Committee.

Mr. Ewers asked if an 'alternate' non-voting member could be a part of the Committee for the express purpose of maintaining a quorum. Acting Chair Gonzales responded that further research was needed in order to see if that would be a viable solution.

Mr. Ewers moved to reduce the membership of ITAC from nine to seven. Mr. Quintana seconded the motion and it passed unanimously by voice vote.

INFORMATION ITEM

Fiber Project – Acting Chair Gonzales

Acting Chair Gonzales stated that the fiber project would commence at the end of tourist season with the initial site being Cerrillos Road. He added that PNM would be assisting in this project and has taken an active interest along with the Information Technology office in Santa Fe to look at 'best practices' in the city of Palo Alto. He noted that a member of the technology community of Palo Alto may be invited to visit with counterparts here in Santa Fe or Chair Carlisle may go out there for an information sharing session.

CLOSING STATEMENTS

Mr. Brackley commented that the City of Santa Fe as part of its economic development program is sponsoring a survey of the people of Santa Fe. He added that this is being done through a Web site, cultivatesantafe.com. He encouraged everyone to participate in this process by filling out the survey questionnaire online.

Acting Chair Gonzales requested that staff follow through on an idea to publish a survey in the news media or Internet to ascertain public opinion on technology issues in the City of Santa Fe.

Acting Chair Gonzales scheduled the next meeting for August 14, 2003.

ADJOURNMENT

Its business completed, the Committee ended the meeting at approximately 3:00 p.m.

Approved by:

Estevan Gonzales, Acting Chair

Submitted by:

Patricia Clancy, Recorder